

Country View Nursing Home

“Comfort and Care for All”

Nursing & Reception 01536 - 484692

Administration Tel & Fax 01536 - 518288

Job title	Healthcare Assistant (HCA)
Department/Section	Care Team
Main purposes of job	<p>A vital part of the Nursing Home Team that cares for our residents and supports the nursing staff.</p> <p>To provide person-centred care in accordance with their assessed needs.</p> <p>Under the supervision and guidance of the home’s nursing & senior care staff, carry out a wide range of duties of care, supporting residents in all aspects of their daily life,</p> <p>Deliver a warm and friendly service to residents and their relatives, promoting the professional image of the service through excellent communication, appropriate behaviour, and professional appearance.</p> <p>Undertake training and development in care skills as and when directed.</p> <p>Maintain skills and knowledge, ensuring that care is delivered according to latest guidelines and best practice</p>
Key tasks	<p>A varied role, however, the main duties include</p> <ul style="list-style-type: none">- Washing and dressing residents- Helping to feed residents*- Assisting residents to move around the Home including putting residents to bed*- Toileting- Delivering personal care- Talking & listening to residents and making them comfortable- Providing physical & emotional support and promoting quality of life- Taking & recording basic observations such as blood pressure & temperature- Recording all care given in residents’ folders <p>*Depending on which shift HCA’s work this will vary</p>



INVESTORS IN PEOPLE

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Key Role Requirements	<p>An HCA is often the first point of contact for a resident, so the role requires the following skills</p> <ul style="list-style-type: none">- Caring & Compassion- Friendly and confident- Good interpersonal skills- Ability and enthusiasm to learn new skills on the job- Demonstrate dedication to deliver high quality of care to our residents- Flexibility
Training & Development	<ul style="list-style-type: none">- Complete all on-line mandatory training- Level 2 NVQ in Health & Social Care or equivalent- Be willing to complete Level 2 training during first six months of employment
Reporting to	<p>RGN leading the shift for all caring aspects of the role</p> <p>Matron to support at any time</p> <p>Manager for all other aspects of the role</p>



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